

BUYER / IMPORTER		eBasic Ordering Agreement Buyer & Seller Trade Transaction Terms & Conditions	
SELLER / EXPORTER			
BASIC ORDERING AGREEMENT (BOA). The BOA defines the transaction relationship between Buyer & Seller. (B)		BASIC ORDERING AGREEMENT NO	BOA DATE
Data Source Files: Seller & Buyer Terms = Data Save File: TxxBOA		BUYER NO	SELLER NO
BASIC ORDERING AGREEMENT The BOA defines the transaction terms & conditions agreed to between the Buyer and Seller. The BOA is specific as to names, addresses, mode of transport, banks used, terms and conditions of sale, shipping address, documents required for negotiation, Incoterm and agents used. The BOA is NOT specific as to prices, unit quantities and delivery dates; these are contained in other transaction documents based on the referenced BOA, such as POs, Invoices, Drafts, etc. Different transaction terms with the same Buyer and Seller require new or multiple BOAs. The BOA data is used in all of the functions relating to the same transaction or shipment.			
BUYER NAME (CONTACT)		BUYER TEL	SELLER NAME (CONTACT)
BUYER EMAIL		BUYER FAX	SELLER EMAIL
BUYER COMPANY (IMPORTER)		SELLER COMPANY (EXPORTER)	
ADDRESS		ADDRESS	
BUYER WEB URL		SELLER WEB URL	
SHIP TO ADDRESS		SHIP FROM ADDRESS	
SHIP TO TEL	SHIP TO FAX	CURRENCY	METHOD OF PAYMENT
BOA NO	BOA BEGIN DATE	BOA END DATE	BOA REFERENCE
SHIP FROM (44)	INCOTERM	SHIP TO (48)	SHIP VIA
PARTIAL SHIPMENTS (43P)	TRANSHIPMENTS (43T)	FREIGHT CHARGES	INSURANCE COVERED
TRANSACTION NO (REF)	--	--	--
Settlement Information			
REF: INCOTERMS			
AT	SIGHT OR NO DAYS	AFTER BILL OF LADING OR INVOICE DATE	
AT			
LETTER OF CREDIT - SIGHT OR NO DAYS AFTER SHIPPING DATE		DOCUMENTS PAYMENT – SIGHT	
TRADE CREDIT - SIGHT OR NO DAYS AFTER SHIPPING DATE		DOCUMENTS ACCEPTANCE- SIGHT OR DAYS AFTER SHIPPING DATE	
ADVANCE PAYMENT - SIGHT		OPEN ACCOUNT PAYMENT - NO DAYS AFTER INVOICE DATE	

CONSIGNED TO		NOTIFY PARTY	
CONSIGNED TO ADDRESS		NOTIFY PARTY ADDRESS	
CONSIGNED TO (CONTACT)	CONSIGN TEL	NOTIFY (CONTACT)	NOT TEL
CONSIGNED TO EMAIL	CONSIGN FAX	NOTIFY EMAIL	NOT FAX
GENERAL DESCRIPTION OF GOODS AND/OR SERVICES			
DESCRIPTION OF GOODS OR SERVICES			
BUYER NAME	BUYER USERNAME (LOGIN)	SELLER NAME	SELLER USERNM (LOGIN)
BUYER PASSWORD	BUYER PASS CONFIRM	SELLER PASSWORD	SELLER PASS CONFIRM
Buyer Bank Information		Seller Bank Information	
BUYER BANK ACCOUNT NAME		SELLER BANK ACCOUNT NAME	
BUYER BK ACCT NO	XX	SELLER BK ACCT NO	XX
BUYER BANK NAME		SELLER BANK NAME	
BUYER BANK ADDRESS		SELLER BANK ADDRESS	
BUYER BK ABA/TR NO	BUYER BK SWIFT NO	SELLER BK ABA/TR NO	SELLER BK SWIFT NO
BUYER BK CONTACT NAME	XX	SELLER BK CONTACT NAME	XX
BUYER BANK TEL NO	BUYER BANK FAX NO	SELLER BANK TEL NO	SELLER BANK FAX NO
BUYER BANK E-DOCS URL	B/BK E-DOCS EMAIL	S/BANK E-DOCS URL	S/BANK E-DOCS EMAIL
Documents Required for eUCP and/or UCP Negotiation			
BILL OF LADING	BXX5	BXX6	BXX7
INVOICE	PACKING LIST	BILL OF EXCHANGE	OTHER E-DOCUMENT
BXX1	BXX2	BXX3	BXX4

Agent and/or Logistics Company Information

AGENT AND/OR LOGISTICS COMPANY		AGENT COMPANY BANK	
AGENT/LOGISTICS COMPANY ADDRESS		AGENT COMPANY BANK ADDRESS	
AGENT USERNAME	AGENT NAME	AGENT COMPANY BANK ACCOUNT NAME	
AGENT NAME PASSWORD	AGENT NAME PASS CONFIR	AGENT COMPANY BANK ACCOUNT NO	
AGENT COMPANY TEL NO	AGENT COMPANY FAX NO	AGENT COMPANY BANK TEL NO	
AGENT COMPANY EMAIL		AGENT COMPANY BANK FAX NO	
AGENT COMPANY WEB URL		AGENT COMPANY BANKABA NO	SWIFT NO
BUYER AUTHENTICATION		SELLER AUTHENTICATION	
BUYER REMARKS		SELLER REMARKS	
B68	B69	B70	B71
B66		B67	
AIR-CARRIER.....	AIR-CARRIER-CODE		
SEA-PORT.....	SEA-PORT-CODE		
SHIP-TO-COUNTRY.....	SHIP-TO-COUNTRY-CODE.....	SHIPS-FROM-COUNTRY.....	SHIP-FROM-COUNTRY-CODE
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